

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

**OXFORD BOARD OF COMMISSIONERS' MEETING
OXFORD CITY HALL, BOARD MEETING ROOM
TUESDAY, DECEMBER 12, 2006 AT 7:00 PM**

The Mayor and Board of Commissioners of the City of Oxford met for the December Regular Session at City Hall, 300 Williamsboro Street, at the above-mentioned time and place.

Present: Mayor Alvin Woodlief, Jr.
Mayor Pro Tem Howard G. Herring, Sr.
Commissioner Paul Kiesow
Commissioner A. Chance Wilkinson
Commissioner S. Quon Bridges
Commissioner Robert Shope
Commissioner Robert B. Williford, Sr.
Commissioner Stephen C. Powell

Present also were City Attorney J. Thomas Burnette, City Manager Thomas S. Marrow, and Deputy City Clerk Donna B. Hosch.

All members of the Board and local news media were notified of the time, place and purpose of the meeting.

Mayor Woodlief called the meeting to order.

Mayor Woodlief made several announcements: The result of the paving at the Central Children's' Home, which was done with State funding, is unacceptable according to the City Engineer. The Mayor will meet with Representative Jimmy Crawford to discuss this matter. The Oxford Beautification Committee is being formed and will be chaired by Marshall Tanner, Plant Manager at Bandag. This Committee will begin working in January and will address the Visual Blight Ordinance. The Mayor stated one of the classrooms on the third floor would be restored to resemble its

appearance in 1923. Dr. Dorothy Pruitt has agreed to chair the Committee to work on this project; hopefully, it will be completed by the spring.

Reverend Pat Hawkins, City Chaplain, gave the prayer.

The Pledge of Allegiance followed the prayer.

PUBLIC COMMENT

No one from the audience wished to speak.

EMPLOYEE OF THE MONTH AWARD **RONALD PARKER, WATER AND SEWER DEPARTMENT**

Mayor Woodlief recognized Ronald Parker as November's Employee of the Month. Mr. Parker was unable to attend for this presentation. He will receive a certificate of appreciation and a check for \$25.00.

MAYOR'S YARD OF THE MONTH AWARD **DAWN SWEENEY – DECEMBER'S RECIPIENT**

Mayor Woodlief recognized December's Mayor's Yard of the Month winner, Dawn Sweeney who could not be in attendance. Mayor Woodlief read the certificate, which congratulated Ms. Sweeney for the outstanding job of landscaping maintenance and overall attractiveness of 304 Main Street. He stated a sign would be placed in Ms. Sweeney's yard recognizing her as December's winner and that a picture would be taken for the *Oxford Public Ledger*.

In addition, the Mayor stated that the Board had been using the Board Room for almost 14 years. He pointed out the new City Seal adorning the front of the Board table.

FINANCIAL REPORT – NOVEMBER 2006

Finance Officer Stephen McNally supplied the Board with a copy of the November 2006 financial report that included General Fund actual revenues of

\$374,270, and actual expenses of \$532,394; Water Fund actual revenues of \$303,940, and actual expenses of \$468,523; and other actual revenues of \$46,566, and actual expenses of \$383,783. The subtotals to date are General Fund actual revenues of \$2,890,606 and actual expenses of \$2,636,622; Water Fund actual revenues of \$1,566,270, and actual expenses of \$1,777,114; other actual revenues of \$577,907, and actual expenses of \$577,049. Mayor Woodlief stated that if there were no questions concerning the report, Finance Director McNally would be in his office tomorrow for any questions.

ADDITIONAL DISCUSSION
COMMISSIONERS' RENO, NEVADA TRIP

Mayor Woodlief stated that the Board had not been to any meetings outside of North Carolina for eight years under the previous Board. With the past election and new Board members, it was felt this needed to change. Therefore, the entire Board attended meetings in Washington D.C. last fall.

Last week the Mayor and Commissioners Powell, Williford, and Shope attended the National League of Cities meeting in Reno, Nevada. Commissioner Shope reported that many people complimented them on their City blazers and felt confident that next year several more cities would follow suit. Commissioner Williford stated he was impressed that most small towns and cities were experiencing the same problems as Oxford – crime, blighted housing, etc. He felt it very beneficial for all cities to get together and discuss these types of problems. Commissioner Powell stated there were so many opportunities available to meet people, to learn of their challenges, and to walk away with solutions to problems – a great deal of information was shared.

Mayor Woodlief stated he and Commissioners Williford and Shope went to Carson City one of the days while Commissioner Powell attended meetings. They met

the Mayor and Sheriff, the Mayor being a “colorful” man with a lot to say. Mayor Woodlief stated that they found several cities to have larger problems than Oxford and that Oxford is quite lucky as far as some situations go. The Mayor will have a full report forthcoming for the Board.

PRESENTATION BY ROYSTER WASHINGTON REGARDING THE CREATION OF AN HISTORIC PRESERVATION COMMISSION

Royster Washington of 206 East Front Street addressed the Board. He commended the Mayor on the new Seal, noting that the City had been incorporated twice. The third time, in 1816 when the City was incorporated for the third time, the legislature sent word to the Sheriff of Granville County that if elected officials refused to serve, they would be locked up!

Mr. Washington was joined by members of his team and the Coordinator for the Preservation Commission Services of the NC State Historic Preservation Office, Ms. Mary Ruffin Handbury, who was on hand to answer questions. Mr. Washington stated that they wish to form this Commission in order to capitalize on the beautiful, private homes and commercial buildings found in Oxford and to help build an economic future for the city. One way of ensuring preservation, Mr. Washington explained, is to manage change.

In 1966, the government enacted the National Historic Preservation Act; and in the mid 1970’s, North Carolina followed suit. Currently, there are over 80 historic preservation commissions, with over 300 historic districts, encompassing thousands of buildings across the state. Legislation has also been enacted which provides benefits in the form of tax credits to encourage preservation, reported Mr. Washington.

Mr. Washington stated tonight they wished to propose the adoption of an ordinance which would establish an Historic Preservation Commission (HPC) in

Oxford. At some point in the future, this Commission would ask the Board to approve an expanded historic district which would share the boundaries of the current Oxford historic district as listed in the National Register of Historic Places. The authority of the Board to create the requested Commission is set forth in General Statutes 160A-401. through -414., and the Commission would be accountable to the City Board of Commissioners. Mr. Washington stated the broad purpose of the Commission: to raise public awareness of pride which should be taken in having over 200 properties on the National Register of Historic Places; to recommend areas that should be designated locally as historic; to establish standards of renovation for rehabilitation and for new properties within the historic district; to review applications from property owners who wish to make changes to the exteriors of their buildings to ensure keeping in line with the historic character of the buildings and district; and to assist property owners who intend to demolish properties in the historic district to find alternatives to preservation of the properties.

Mr. Washington stated the Commission would not force property owners to make changes that are not wanted or changes that the owners cannot afford to make. The Commission would not concern itself with interior changes, except in extremely limited circumstances, and the Commission would not stand in the way of any changes related to public safety.

The Board would be asked to appoint seven people to this Commission, the majority of whom should have historic or architectural backgrounds. All must be a resident of Oxford, as required by law.

Motion

After further discussion, Commissioner Herring made a motion to hold a Public Hearing in conjunction with the January 9th Regular Session to consider the creation of an Historic Preservation Commission; Commissioner Wilkinson seconded the motion. The vote was unanimous.

**CONSIDER CALLING FOR A PUBLIC HEARING TO REZONE PROPERTY
OWNED BY MILDRED B. HARRIS
ON THE CORNER OF WEBB SCHOOL ROAD AND COLLEGE STREET
FROM R-A (RESIDENTIAL-AGRICULTURE) TO B-2 (HIGHWAY-BUSINESS)
FOR THE PURPOSE OF AN ANTIQUE SHOP**

Ms. Harris was not present at the meeting. The Mayor stated that this property has been unsightly for a long time. Ms. Harris is involved in flea markets, and the Mayor felt this was not a proper business to “greet” visitors coming into Oxford. Cheryl Hart, Planning Director, stated that the Planning Board recommended approval of the request.

Motion

Commissioner Bridges made a motion to call for this Public Hearing in conjunction with the January 9th Regular Session; Commissioner Shope seconded the motion. The vote was unanimous.

**CONSIDER ADOPTING A RESOLUTION FOR THE HONORARY DESIGNATION OF
LINDEN AVENUE AS DR. MARTIN LUTHER KING, JR. AVENUE**

City Manager Marrow stated that he noticed while in Raleigh the past weekend that “Dr.” was not a part of the signage on *Martin Luther King Boulevard*. After speaking with the NCDOT, Mr. Marrow was informed that “Dr.” would not be accepted as part of the street name. The next step in the process would be to adopt the Resolution for the NCDOT to consider at their January 11th Board Meeting, and afterwards the Resolution would be faxed to the NCDOT. The City would make the

two signs for the renaming, and they could be placed as soon as the Resolution is adopted by NCDOT.

The Mayor stated that he'd like Commissioner Bridges to Chair a committee along with Commissioner Herring to prepare for the unveiling of these two signs, possibly in conjunction with other programs taking place in honor of Dr. King's birthday in January. Commissioner Powell stated he would like to be attached to this committee, which was acceptable by the Mayor.

Motion

Commissioner Kiesow made a motion to adopt the Resolution as stated above; Commissioner Shope seconded the motion. The vote was unanimous. The Mayor then read the Resolution:

*RESOLUTION FOR THE DEDICATION OF
MARTIN LUTHER KING JR. AVENUE*

WHEREAS, The Oxford Board of Commissioners recognize the courage and leadership of Dr. Martin Luther King, Jr. for equal rights of all persons; and

WHEREAS, The Oxford Board of Commissioners recognize the life of Dr. Martin Luther King, Jr. has come to symbolize the importance of inclusion and diversity for our Nation, our State, our County, and our City; and

WHEREAS, The City of Oxford is desirous in designating a state road in its City limits in honor of Dr. Martin Luther King, Jr.; and

WHEREAS, The City acknowledges the funds on hand to fund all costs associated with this request from the NCDOT; and

WHEREAS, The City would like to designate the portion of Highway 96 (Linden Avenue) from Interstate-85 to the intersection of Highway 96 and Hillsboro Street as Martin Luther King, Jr. Avenue;

NOW, THEREFORE, BE IT RESOLVED BY THE OXFORD BOARD OF COMMISSIONERS THAT:

The Oxford Board of Commissioners hereby request the NCDOT Road and Bridge Naming Committee to install street dedication signs bearing the full name of Martin Luther King, Jr. on either end of the portion of Highway 96 (Linden Avenue) from Interstate 85 to the intersection of Highway 96 and Hillsboro Street.

Adopted this the twelfth day of December 2006.

**CONSIDER A BUDGET AMENDMENT MADE PAYABLE FROM THE GENERAL FUND
IN THE AMOUNT OF \$5,500.00 FROM THE MAIN STREET SIDEWALK
ENHANCEMENT PROGRAM (ALONGSIDE UNION NATIONAL BANK)**

The Mayor stated this was discussed with the bank; and since the bank owner is not interested in funding this project, to simply leave the grating in the sidewalk and pave around it.

Motion

Commissioner Wilkinson made a motion to approve the budget amendment; Commissioner Shope seconded the motion. Commissioner Wilkinson stated that if left the way it is now, 20 years later it will cost much more to have this space filled in. The money comes out of the Powell Bill, and the sidewalk will look better and there will be no future safety issues if the space is filled.

Commissioner Kiesow stated he agreed with the motion but felt another attempt should be made to have the owner pay for this work. Commissioner Bridges asked did this space cause a danger to the public. He questioned spending City money in instances like this when the property owner is certainly in a position to take care of all of the cost or at least some of it. The Mayor stated Mr. Combs was contacted concerning this project and he stated they would not spend money on this project after spending \$750,000 already in renovations to the bank building, adding that the hole was not bothering him or his bank business. Commissioner Powell asked the City Manager if there was, in fact, a safety threat. The City Manager stated that there is not an immediate concern but that it may be in some future year. Commissioner Shope stated two citizens discussed with him placing something, i.e., one of the flowerpots, over the grate. This to him constituted an eyesore, and he expressed his desire to have the project go forward. Commissioner Williford expressed his concern

about going beyond the sidewalk if this project were approved and possibly having to brace the building. The City Manager stated there was no structural work to be done, just blocking up the space and then pouring concrete. Commissioner Herring asked the City Manager what else would need to be done if the plate were removed and blocks placed and concrete poured. The City Manager stated that it would be a possibility of concrete pouring into the basement of the bank building.

Motion Continued

The Mayor restated the motion on the floor. Commissioners Shope, Kiesow, and Wilkinson voted in the affirmative to approve the budget amendment. Commissioners Powell, Bridges, Herring, and Williford voted in the negative. The motion failed.

CONSIDER A REQUEST FOR \$6,500.00 TO HELP FUND THE START UP OF THE "SECOND CHANCE FOR FELONS" PROGRAM

Commissioner Powell stated his honor and pleasure, along with Commissioner Bridges, to be a part of this workgroup committee. The focus of the committee is to seek and facilitate concerns for ex-offenders and the difficulty they have in integrating themselves back into society. The Commissioner stated Chairman Gooch [County Commissioner] and Pastor Betts were present to address the Board, to give a brief presentation, and to ask the Board for matching funds for the program.

Pastor Betts of 123 Saddletree Road addressed the Board. He passed out a brochure explaining the program, adding that the current Workforce Development Program has been in existence for the last 10 years. Pastor Betts explained that participants in the program are required to complete a national jobs training program which lasts 9 weeks and encompasses 18 sessions. The strong point in this program is that they have mentors who work with the participants, even 12 months after the

program is over. Human Resources personnel from within the community are invited to the classes to meet the participants.

Pastor Betts stated the Second Chance program is run primarily with volunteers. If the City joins with the County in matching grant money, it would strengthen their hand in employing personnel and having operating funds.

Mayor Woodlief asked the Pastor if this program has shown the same success as some of his other programs. Pastor Betts stated, "yes", even though a few have fallen through the cracks. The Mayor commended the Pastor for the various programs at Cornerstone Church and stated that funding would best be utilized for this program rather than sinking the funds in a hole at the bank building.

Don Jenkins of 105 Planters Place stated he's spoken to the participants of this program, and that the program is far and away better than anything the State has. A thorough job is done of interviewing practices, including videoing practice sessions. Mr. Jenkins added that the support for participants also extends from Pastor Betts' congregation, giving the participants needed emotional support.

Jackie Sergeant of 114 High Street stated she does not have personal knowledge of Pastor Betts' program, but it seemed to her that the City would be remiss in letting a private organization take more responsibility for community members than we can as a city. She added the community only stands to gain from contributing to individuals who only need a helping hand.

Hubert Gooch, Chairman, stated that they have a commitment of \$12,500 in grant money, half of which the County has committed to sponsor. He stated their request here tonight is that the City sponsor the other half needed to match the grant.

Commissioner Bridges stated he has been working the court system as prosecutor for 17 years. He is Chairman of the Day Resource Center in Vance County that also tries to address issues of folks who find themselves in the court system. After going to some of the graduations of young men in the program and seeing the look on their faces and hearing how good they feel about themselves as they graduate, the Commissioner stated there is no greater feeling than to see someone who has made a mistake in the past to make a change in their life. Commissioner Bridges stated this was a small amount of money to ask for to hopefully change our felons, and he thanked Pastor Betts for wanting to take on this challenge.

Commissioner Kiesow asked if they work with the Employment Security Commission, to which the Pastor stated, "yes". As a matter of fact, they have an office at the job center. Pastor Betts clarified that the permanent employee the grant would fund would work for the program. He also clarified that there is a greater need for assistance for men than there is for women, Commissioner Wilkinson stating that 95% of felons are men.

Motion

Commissioner Powell made a motion that \$6,500.00 made payable from the General Fund be allocated towards the *Second Chance Felons* Program; Commissioner Bridges seconded the motion. After several more supportive comments from the Board, the vote was unanimous.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010410658	2 nd Chance for Felons Pr	\$6,500.00	
010399000	Appropriated Fund Balanc	\$6,500.00	

**CONSIDER A REQUEST FROM THE GRANVILLE LITTLE THEATER
FOR THE CITY TO SPONSOR THIS YEAR'S PRODUCTION OF
"THE SOUND OF MUSIC"**

Max Burrus, 122 Creekside Drive, Secretary for the Board of Directors for the not-for-profit Little Theater, addressed the Board. Mr. Burrus stated he was making formal request for the City to continue its sponsorship of the Theater, as it has done for approximately 20 plays in the past. Mr. Burrus stated a specific amount of funding has not been requested since the Little Theater does pay the City rent for using the auditorium. In the past, the City has sponsored the Theater by waiving the cost of the rental for one play, which would be a sizeable contribution.

Motion

Commissioner Bridges made a motion that the City sponsor the upcoming *Sound of Music* by waiving normal-use auditorium fees; Commissioner Wilkinson seconded the motion. City Manager Marrow clarified \$1,000.00 is in the budget for this purpose. Commissioner Bridges further added to his motion that if the cost of rehearsals and the play itself exceed \$1,000.00, that the added cost would be waived. The vote was unanimous.

**CONSIDER REAPPOINTING MARY CAUDLE TO THE GRANVILLE COUNTY
TOURISM DEVELOPMENT AUTHORITY WITH A TERM EXPIRING OCTOBER 2007**

Commissioner Bridges made a motion to reappoint Mrs. Caudle as stated; Commissioner Powell seconded the motion. The vote was unanimous.

**CONSIDER CHANGING JANUARY'S AGENDA SESSION FROM
MONDAY, JANUARY 1, 2007 TO TUESDAY, JANUARY 2, 2007**

Commissioner Herring made a motion to change the Agenda session as stated; Commissioner Shope seconded the motion. The Mayor clarified the meeting would take place at its normal time. The vote was unanimous.

CONSIDER A BUDGET AMENDMENT IN THE AMOUNT OF \$10,000.00 TO FUND OVERTIME FOR THE POLICE DEPARTMENT

City Manager Marrow stated this request stemmed from the presentation by Chief John Wolford at the December 4th Agenda Session.

Motion

Commissioner Herring made a motion to approve the budget amendment as stated above; Commissioner Wilkinson seconded the motion. The vote was unanimous.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010510123	Over Time Wages	\$10,000.00	
010399000	Appr. Fund Balance	\$10,000.00	

CONSIDER A BUDGET AMENDMENT IN THE AMOUNT OF \$15,300.00 TO ALLOW FOR ONE BLET OVERTIME CANDIDATE FOR THE POLICE DEPARTMENT

Motion

Commissioner Herring made a motion to approve the budget amendment as stated above; Commissioner Wilkinson seconded the motion.

Commissioner Wilkinson stated he'd spoken with the City Manager regarding this request, and they felt fairly certain PD would loose a person in the coming year. This would be a good opportunity to have a prepared person on hand, and it would not be creating another position for the Police Department. Commissioner Bridges asked if after attending BLET class, would the officer be committed to remain with Oxford. Captain Glen Boyd stated, "yes", that the commitment would be for two years.

Motion Continued

The vote was unanimous.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010510121	BLET Program	\$15,300.00	
010399000	Appro. Fund Balance	\$15,300.00	

ADDITIONAL ITEMS/COMMENTS

Correction to Minutes of November 14, 2006

I. CONSIDER A BUDGET AMENDMENT MADE PAYABLE FROM THE GENERAL FUND FOR THE MAIN STREET SIDEWALK ENHANCEMENT PROJECT

City Manager Marrow clarified this was not a budget amendment, but rather a moving of funds from street resurfacing since the College and Cherry Streets resurfacing project was postponed.

Motion

Commissioner Herring made a motion to move the funds as stated; Commissioner Bridges seconded the motion. This same motion included corrections from Commissioner Kiesow to the new water rates as discussed in the November 14th Minutes, clarifying that the water rate change applies to anyone using 500,000 gallons or more in industry. The vote was unanimous.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
055570536	Street Resurfacing		\$43,730.00
055570242	Sidewalk Repair/Replacem	\$43,730.00	

**II. CONSIDER A BUDGET AMENDMENT IN THE AMOUNT OF \$6,500.00
MADE PAYABLE FROM THE GENERAL FUND FOR THE PURCHASE OF VIPER
RADIOS FOR THE FIRE DEPARTMENT**

Motion

Commissioner Herring made a motion to approve the budget amendment as stated above; Commissioner Bridges seconded the motion. The vote was unanimous.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010399000	Appropriated Fund Balanc	\$6,500.00	
010530543	Fixed Asset < \$5,000	\$6,500.00	

**III. CONSIDER A BUDGET AMENDMENT IN THE AMOUNT OF \$26,500.00
MADE PAYABLE FROM THE POWELL BILL FUND TO S.T. WOOTEN
TO COMPLETE PAYMENT OF THE FISCAL YEAR 2006
STREET RESURFACING PROJECT**

City Manager Marrow stated that last fiscal year the Board approved resurfacing Granville Street, College Street, the Ace Hardware parking lot, and portions of the cemetery. Because the work on Granville Street took some time to complete, payment to the contractor went beyond the fiscal year in which the monies were budgeted.

Motion

Commissioner Bridges made a motion to approve the budget amendment as stated above; Commissioner Powell seconded the motion. The vote was unanimous.

BUDGET AMENDMENT

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
055570706	Reserved for St & Sidewa	\$26,500.00	
055399000	Appropriated Fund Bal	\$26,500.00	

CONSENT AGENDA

A. Meeting Minutes

Commissioner Wilkinson motioned to approve meeting minutes of November 6, 2006 and November 14, 2006 with the corrections stated above; Commissioner Herring seconded the motion. The vote was unanimous.

ADJOURNMENT

With there being no further business, Mayor Woodlief adjourned the meeting.